Legislative Assembly Management Commission
Annual Report (April 1, 2011 – March 31, 2012)

MANITOBA
LEGISLATIVE ASSEMBLY

To All Members of the Legislative Assembly of Manitoba

I have the privilege of presenting for your information, the Annual Report of the Legislative Assembly Management Commission for the Fiscal Year ended March 31, 2012.

Respectfully Submitted,

Daryl Reid

Honourable Daryl Reid
Speaker of the Legislative Assembly and
Chairperson of the Legislative Assembly
Management Commission

Composition of the Commission

Members as at March 31, 2012

Honourable Daryl Reid, MLA
Speaker and Chairperson

Honourable Jennifer Howard, MLA
Government House Leader

Mrs. Mavis Taillieu, MLA
Official Opposition House Leader

Mr. James Allum, MLA

Ms. Erna Braun, MLA

Mr. Greg Dewar, MLA

Mr. Ralph Eichler, MLA

Mr. Kelvin Goertzen, MLA

Secretary to the Commission

Ms. Patricia Chaychuk
Clerk of the Legislative Assembly

REPORT OF THE
LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION
FOR THE FISCAL YEAR ENDED MARCH 31, 2012

COMMISSION PROCESS

This is the annual report to the Legislative Assembly of the Legislative Assembly Management Commission (the Commission) for the fiscal year ended March 31, 2012.

The Commission is comprised of the Speaker as Chairperson, four MLAs appointed by the government caucus and three from the official opposition caucus. The Clerk of the Legislative Assembly is the Secretary.

During the 2011/2012 fiscal year the Commission held meetings on the following dates to consider various matters:

April 4, 2011
November 1, 2011
December 20, 2011
March 1, 2012

The Legislative Assembly Management Commission Act assigns the following duties and responsibilities to the Commission:

- carrying out those Rules of the Assembly and those provisions of *The Legislative Assembly Act* which relate to the financial management of the Assembly;

- reviewing the estimates of expenditure and the establishment of positions for staff required for the proper conduct of the business operation of the Assembly and for the Assembly offices and for the Auditor General, the Chief Electoral Officer, the Children's Advocate and the Ombudsman and their respective offices;

- in cooperation with the government, providing facilities and services required by the Members of the Assembly, by the caucuses of the various parties to the Assembly and by the leaders of the parties in opposition;

- formulating administrative policies in respect of the Clerk and the offices required for the administration of the Assembly, *The Legislative Assembly Act* and *The Legislative Assembly Management Commission Act*;

- maintaining a proper system of security for the Chamber and the Assembly Offices, subject to the administrative authority of the department of the executive government of the province charged with the responsibility for such security; and

- advising and giving directions respecting the efficient and effective operations and management of the Assembly.

Meetings are held in camera, however Officers of the Assembly and staff required to be present may attend. Members of the Assembly who are not Commission members may attend Commission meetings if so invited by the Commission.

As of November 2009, the minutes of Commission meetings, and the Annual Report of the Commission are posted on the Legislative Assembly website.

This report provides an overview of the decisions and recommendations made by the Commission.

2011/2012

LEGISLATIVE ASSEMBLY MANAGEMENT COMMISSION

DECISIONS/RECOMMENDATIONS

2012/2013 LEGISLATIVE ASSEMBLY ESTIMATES

The Commission met on December 20, 2011 and March 1, 2012 to consider and approve the 2012/2013 estimates for the Legislative Assembly and for the offices of the Independent Officers.

APPOINTMENT OF EXTERNAL AUDITOR FOR THE OFFICE OF THE AUDITOR GENERAL

The Commission is required to appoint an external audit firm every five years to conduct audits on the Office of the Auditor General. The firm appointed to conduct the audit must be one that does not engage in significant audit work with the provincial government.

The Commission agreed to appoint Craig and Ross as external auditors for the Office of the Auditor General for a five year period from March 31, 2012 to March 31, 2016. The Commission also agreed to a request from the Office of the Auditor General to change the financial reporting requirement to a statement of operations using a disclosed basis of accounting, commencing with the March 31, 2012 year end.

COMMISSIONER OF MLA SALARY, ALLOWANCES AND RETIREMENT BENEFITS

In accordance with S. 52.7(1) of *The Legislative Assembly Act*, a Commissioner for MLA Salaries, Allowances and Retirement Benefits is required to be appointed within 6 months of a provincial general election. In compliance with this requirement, the Commission appointed Mr. Michael Werier as Commissioner effective November 1, 2011. Mr. Werier has 6 months to complete his report on MLA Salaries, Allowances and Retirement Benefits, though time extension can be granted to complete the report if necessary.

MLA PRINTING AND MAILING ALLOWANCE

The Commission was advised by Canada Post that it will no longer deliver MLA franks by postal walks within constituencies. The net effect of this decision is that MLA franks may not be delivered to constituents or that the franks may be delivered to more than one constituency crossing across constituency boundaries. The cost for mailing franks will also be higher.

There are approximately 20 MLAs who are unaffected by this decision, meaning that these franks can be delivered without problem. For 37 MLAs who are affected by this decision, LAMC agreed to a short-term solution whereby addressed mailings could be used for the delivery of franks rather than the usual unaddressed mail rates used for frankings. Addressed mail will allow the franks to be delivered to constituents and avoid the problems of overlapping or missing mailings.

The Commission is continuing to work with Canada Post to find an optimal long-term solution for this problem.

SOUTHERN MLA TRAVEL ALLOWANCE

Due to the electoral division boundary changes brought into effect for the 2011 Provincial General Election, new travel allowances for Southern MLAs were needed in order to have meaningful allowance amounts to suit the parameters of the new electoral boundaries. In order to change this allowance for Southern MLA travel, a review of the need for changes presented to Commissioner Michael Werier, and as a result the regulation was changed.

SPEAKER SAMUEL JACKSON'S SPEAKER CHAIR

When a Manitoba Speaker leaves office, he or she is given a special chair to honour the time spent as Presiding Officer of the Manitoba Legislative Assembly, a tradition dating back to the earliest days of the province.

The Speaker chair of Samuel Jackson, MLA for Rockwood and Speaker of the Assembly from 1891 to 1895, had been donated to the Stonewall Museum; however this chair was lost in a fire at the museum in 2007.

The Commission agreed to allocate funds toward the cost of replicating this chair for the Stonewall Museum, in recognition of the historic connection of the chair to the Manitoba Legislative Assembly.